



# San Bernardino County

## Land Use Services Department, Planning Division

San Bernardino County Government Center  
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## PLANNED DEVELOPMENT INFORMATION SHEET AND APPLICATION

### Fees/Deposit

#### Pre-application Development Review

No Cost

#### Preliminary Development Plan

Planning Initial Deposit (J621)

**\$14,900.00** for the “initial deposit”

#### Final Development Plan (J623):

Initial Deposit (J621)

**\$5,960.00** for the “initial deposit.”

***“Actual Cost Initial Deposit” – The basic review fees for this application are charged on an “actual cost” basis. Your application money is deposited into an account and the reviewing staff records the time spent processing your proposed project. Your account is then charged for the staff time at established hourly rates (\$63 to \$226/hr). You are responsible for all charges made to the project account. If account funds are depleted an additional deposit will be required. If an additional deposit is required it must be paid to allow staff to continue processing. Any failure to pay the required deposit will result in suspension and possible termination of the project review process. After the review is completed, a minimum deposit balance will be required for condition compliance processing. For more information on fees, please contact County Planning.***

The Planned Development process facilitates greater flexibility in design and a more efficient use of land than would be possible through strict application of land use district regulations. This process serves as an alternative site planning process that encourages the more creative and imaginative planning of mixed use, multi-phased residential, commercial or industrial developments within the framework of a single cohesive development plan.

The Development Code provides that Planned Development is a “land use application which allows the flexibility in the Development Code standards to proposed development under limited and unique circumstances. The purpose is to allow consideration of innovation in site planning and other aspects of project design, and more effective design responses to site features, uses on adjoining properties, and environmental impacts than the Development Code would produce without adjustment. The County expects each Planned Development Permit to be of obvious, significantly higher quality than would be achieved through conventional design practices and development standards.”

All provisions of the Planned Development must be consistent with the County General Plan and the uses allowed in the Development Code Land Use District. If a Planned Development is proposed that is not consistent with these provisions, an amendment to the General Plan and/or the Development Code will be required to be currently filed to eliminate these inconsistencies.

The review and approval processes for a Planned Development has several steps as set forth in the Development Code. The materials required for each step of this process are listed in this informational sheet.

1. Pre-application Conference –A pre-application meeting with the Development Review Committee (DRC) is required prior to the submittal of a Planned Development for mixed use or a development with phased infrastructure. This is an optional step for all other Planned Development Applications. The purpose of this review is to acquaint the applicant with the procedural requirements of the planned development provisions of this Code and to discuss the general acceptability of the plan and its compatibility with applicable policies, issues and development regulations. The DRC will provide the applicant a Pre-application Development Review Conference Report.
2. Preliminary Development Plan – The Preliminary Development Plan (PDP) is a comprehensive conceptual design plan and a descriptive text that outlines and illustrates the development, including proposed modifications to regulations and an analysis of consistency with General Plan policies and Development Code regulations. The PDP review provides a suitability analysis of the proposed developments. The PDP will be reviewed by County staff, the DRC, the Planning Commission in public hearing, and the Board of Supervisors in public hearing.
3. Final Development Plan – The Final Development Plan (FDP) is a detailed site plan which sets forth the location and dimensions of all uses and structures in sufficient detail to permit preparation of construction drawings and must be in compliance with the Preliminary Development Plan. The Director of Land Use Services shall review and act upon an application for a Final Development Plan provided it is non-controversial. Per the Development Code it shall be determined to be non-controversial when no member of the Development Review Committee objects to the proposed development, the applicant is in agreement with the requirements and conditions imposed, and when there has been no objection to the proposed project. If the project is determined to be controversial, it shall be referred to the Planning Commission for final action subject to appeal to the Board of Supervisors.
4. Concurrent Filing – The applicant may file the Preliminary and Final Development Plan as one application and the Final Development Plan may be for a portion of the project as shown in the Preliminary Development Plan. Please consult with staff before proceeding with this process.

**Please use this information sheet as a checklist to assemble the materials required for the submittal of your Planned Development Application and bring it with you when you submit your application. An appointment is not required to submit your application; however, appointments are available upon request. If you wish to schedule an appointment, please call one of the numbers listed above.**

### GENERAL PROCEDURES

1. Prior to submitting the application –A pre-application conference with the DRC is required.
2. Submit application and fees – County staff will use the checklist to determine whether your application is sufficiently complete to be filed. The County's standard Land Use Application shall be used and is contained in this packet.
3. Environmental Action Determination – County staff will prepare an Environmental Initial Study in compliance with the California Environmental Quality Act (CEQA). It is through the Initial Study that the determination is made as to what type of environmental determination will be required. If an Environmental Impact Report (EIR) is required, staff will contact you to explain the process and the costs.
4. Application processing – The project planner will have the project and materials submitted reviewed by all appropriate County Departments and Agencies. Any required corrections, questions or revisions to your submittal or other materials will be reviewed by the project planner and then provided to you.
5. Development Review Committee – The project planner will prepare the materials for consideration by the Development Review Committee (DRC) at a public meeting, after all Environmental Review procedures have been completed. The applicant and neighboring property owners will be notified in writing of the hearing date and time. Following the DRC the project planner will prepare a staff report with a project action recommendation, proposed conditions of approval, findings and appropriate Environmental Review documentation.
6. Planning Commission – A Planning Commission (PC) action of denial on a Preliminary Development Plan will not be sent to the Board of Supervisors unless appealed. Planning Commission action on a Final Development Plan is final unless appealed to the Board of Supervisors.
7. Board of Supervisors – The Planning Commission recommendations, except as previously discussed, will be sent to the Board of Supervisors to be set for a public hearing and action. The typical time between the Planning Commission hearing and the Board of Supervisors hearing is four to six weeks. The action of the Board of Supervisors is final.

**CHECKLIST OF SUBMITTAL MATERIALS FOR**  
**PREAPPLICATION--PRELIMINARY DEVELOPMENT PLAN-- FINAL DEVELOPMENT PLAN**

Please use this checklist as you assemble the materials for the submittal of your application. County staff will use the checklist to determine whether your application is acceptable for submission. **If your submittal package does not contain all of the information listed below, your application will not be taken in and receipted for processing.** If you have any questions about the items requested or if you wish to obtain information on processing schedules, please call the Customer Service Unit at (909) 387-8311.

**PRE-APPLICATION DEVELOPMENT REVIEW CHECKLIST**

**Section A – Fees/Deposit**

1. \_\_\_\_\_ No Cost

**Section B - County Documents**

2. \_\_\_\_\_ **Fifteen copies** of the completed Land Use Application Questionnaire.
3. \_\_\_\_\_ **One copy** of a completed Hazardous Waste Site Certification form contained in this packet.
4. \_\_\_\_\_ **Two copies** of the Adequate Service Certification for Water and Sewer service. Please use the forms (A, W1, W2, S1 and S2) at the end of this packet.

**Section C – Other Documents**

5. \_\_\_\_\_ **Eighteen copies** of the existing land use map showing the project boundary and surrounding property within 500 feet including:
- a. Natural contours at not more than 5 foot intervals from a USGS or similar legible topographic map.
  - b. Existing land uses including structure, roads, excavations, major overhead or underground utilities, and other improvement.
  - c. Significant open space features such as prominent ridgelines and knolls, view windows, scenic corridors, drainageways, and tree stands.
6. \_\_\_\_\_ **Eighteen copies** of the PROPOSED land use plan (sketch plans or schematic diagrams are acceptable) delineating:
- a. Land use – residential densities, housing types, village core, schools, parks, natural open space, industrial, commercial, etc. *Note any modified development standards.*
  - b. Circulation – streets, highways, trails, and paths. *Note modified street standards*
  - c. Approved and/or existing projects on adjacent properties.
  - d. Drainage – lined channels, improved unlined channels, and unimproved drainage courses.
7. \_\_\_\_\_ **One copy** of the land use plan reduced to 11" X 17".
8. \_\_\_\_\_ **Two copies** of a Preliminary drainage study prepared by a registered Civil Engineer.
9. \_\_\_\_\_ **Two copies** of a Slope Analysis map prepared by a registered Civil Engineer if the project is on any natural slopes that are 15% or greater. Include calculations of minimum open space and natural open space requirements. *The slope map shall use a pixel size of 5,000 sq. ft. and shall have an aspect ratio of 1 to 4 or less.*
10. \_\_\_\_\_ **Eighteen copies** of a report addressing:
- a. The proposed density and density bonus percentages being requested, if any, and any density transfers desired.
  - b. How the proposed project is to provide a greater excellence of design than could be achieved through the use of conventional residential development design standards.
  - c. The number of phases proposed in the project with an estimate of the beginning and completion dates.
  - d. Any unique features of the project or project site.

- e. The degree of site alteration anticipated.
  - f. The general availability and adequacy of public utilities and services and location in relation to the project site.
  - g. Any special development standards that are to be implemented and their relationship to the same or similar requirements listed in the County Development Code.
  - h. If affordable housing is proposed, include data relative to proposed price structure/payment schedule, method of financing, housing type and location.
  - i. Future intentions regarding ownership. Is the project lot sale only, will the applicant construct it or will others develop all or parts of it?
  - j. For project within Specific Plan areas, include information describing how the project relates to all aspects of the Specific Plan.
11. \_\_\_\_\_ **One copy** of all geology, soils, or liquefaction reports that have been prepared.
12. \_\_\_\_\_ **Eighteen copies** of the Fiscal Impact Report for any commercial, industrial, or institutional development of six (6) acres or larger, or any residential project of 50 units or more.
13. \_\_\_\_\_ **Two copies** of color photos of the project site from various angles (digital photos are preferred). There should be a series of perimeter pictures with external views (looking out) and internal views (looking in). There should be pictures of all sides of any existing structures and other notable features of the site that would affect the proper planning of the proposed development. Also, include a vicinity map showing the location and direction of each photo with an identifying number.
14. \_\_\_\_\_ **Four copies** of a Water Supply Assessment in accordance with SB 221 and SB 610 for any project on 40 acres or more, a residential project of 500 units or more, shopping centers or business establishments employing more than 1,000 people or 250,000 SF of floor space, hotels more than 500 rooms, industrial uses of 650,000 SF or more

## PRELIMINARY DEVELOPMENT PLAN CHECKLIST

### Section A – Fees/Deposit

1. \_\_\_\_\_ Check or money order made payable to San Bernardino County for the following amount.

<b>Preliminary Development Plan</b>	
Planning Initial Deposit (J621)	<b>\$14,900.00</b>

2. \_\_\_\_\_ **Receipt** from the Environmental Health Services Division (DEHS) of payment of required review fees. Contact DEHS at (800) 442-2283 for fee amount, applicability and payment prior to application submittal
3. \_\_\_\_\_ **Receipt** from the appropriate fire jurisdiction of payment of required review fees.
4. \_\_\_\_\_ **Receipt** from the Department of Public Works/Land Development Division of payment of required review fees.
5. \_\_\_\_\_ **Receipt** from Building and Safety Division if your project is within a Geologic Hazard Overlay District, you will be required to pay the Building and Safety Division the review fees for any required geologic reports. You will be notified when you will need to complete this part of the process. The fee amount will be as established by the County Fee Ordinance.

The fees listed above (2 - 5) for DEHS, County Fire and Building and Safety are in addition to the “actual cost” deposit. Additional fees will be required if the application is the subject of a Code Enforcement action or if the action is appealed.

**“Actual Cost Initial Deposit”** – The basic review fees for this application are charged on an “actual cost” basis. Your application money is deposited into an account and the reviewing staff records the time spent processing your proposed project. Your account is then charged for the staff time at established hourly rates (\$63 to \$226/hr). You are responsible for all charges made to the project account. If account funds are depleted an additional deposit will be required. If an additional deposit is required it must be paid to allow staff to continue processing. Any failure to pay the required deposit will result in suspension and possible termination of the project review process. After the review is completed, a minimum deposit balance will be required for condition compliance processing. For more information on fees, please contact County Planning.

## **Section B - County Documents**

6. \_\_\_\_\_ **Two copies** of a completed Land Use Application.  
*Only two copies of the application are required for the initial filing of this application. Revisions may or may not be required. When Application Intake Center staff determines that the application is complete, you will be required to submit additional copies of the application. The specific number of copies to be submitted will be determined at that time.*
7. \_\_\_\_\_ **One copy** of a Completed Hazardous Waste Site Certification form contained in this packet.
8. \_\_\_\_\_ **Two copies** of the Adequate Service Certification for water and sewer service. Please use the forms (A, W1, W2, S1 and S2) at the end of this packet.

## **Section C – Other Documents**

9. \_\_\_\_\_ **One copy** of the United States Geological Survey (USGS) Map of the project area clearly showing project boundaries and labeled with the quadrangle map name and applicant's name. A legible photocopy is acceptable. The USGS map may be purchased at a local blueprint company.
10. \_\_\_\_\_ **Two copies** of any proposed Property Owner's Association Articles of Incorporation and By-laws and/or proposed Conditions, Covenants and Restrictions.
11. \_\_\_\_\_ **Two copies** of the Preliminary Development Plan Report – additional copies may be requested during the review processes. The Preliminary Development Plan Report text shall include the following as appropriate:
- a. Table of Contents.
  - b. Introductory Section describing the specific features of the site and project, the project's setting in relation to other important natural or manmade features (schools, parks, shopping centers, industry, etc.), the proposed phasing of construction of improvements.
  - c. Land Use Section describing the relationship of the project to the land use element of the County General Plan, regulations establishing height, bulk, and setback limits for all proposed land uses as well as flood plains and steep or unstable terrain, standards for population density, building density, lot size and permissible types of construction.
  - d. Housing Section describing the relationship of the project to the Housing Element of the General Plan, standards and plans for the improvement of housing and for provision of adequate sites for housing, and the relationship of the project to efforts to make adequate provision for the housing needs of all economic segments of the community.
  - e. Public Services Section describing:
    - (1) the relationship of the project to public services and facilities needs acknowledged in the General Plan.
    - (2) the types of services and facilities to be provided as part of this project, and agencies providing these services and facilities.
    - (3) a discussion of the approximate cost and methods of financing for construction and continuing maintenance for water supply, sewerage disposal, solid waste disposal, storm water drainage, local utilities, civic centers, public schools, libraries, police and fire stations, and other public buildings.
  - f. Circulation Section describing the standards, approximate costs, mileage and type of financing for construction and maintenance of roads, rail, air, waterways, and other public transit systems.
  - g. Conservation and Open Space Section identifying positive measures for the conservation, development and utilization of underground waters, surface waters, vegetation and soils, fish resources, wildlife resources, forests, rivers, creeks, streams, and other natural resources including standards for flood control procedures, prevention and control of water pollution, regulation of land use in stream channels that may have a significant effect on fish, wildlife and other natural resources, the prevention control and correction of soil erosion caused by subdivision roads or and other sources, and the protection of watershed areas. This section also shall describe the relationship of the project to the goals, policies and implementation measures of the General Plan Conservation and Open Space Element. This includes a description of the present condition of the land in relation to four general categories of open space recognized in the Open Space Element and how these categories are reflected in the Specific Plan design maps.
  - h. Preservation of natural resources, Production of natural resources, Outdoor recreation, and Public health and safety.

- i. Seismic/Public Safety Section describing seismic hazards affecting the site and safety features for protection of the project from fires, floods, and geologic hazards including evacuation routes, peak load water supply requirements, minimum road widths, clearances around structures, and geologic hazard mapping in areas of known geologic hazards.
- j. Noise Section describing existing or proposed noise generators on or near the site, such as highways, freeways, rail lines, airports, raceways, and off road vehicle tracks and standards for the protection of present and future site occupants from noise disturbances.
- k. Scenic Highway Section describing methods for the protection of scenic highways and corridors and alternative methods for preserving significant natural features.

12. \_\_\_\_\_ Maps, diagrams, and graphics shall include the following as appropriate:

- a. Vicinity Map showing the relationship of the site to pertinent natural and manmade features near the site.
- b. Base Map showing the location of natural contours and drainage features, mature trees (6 inches and greater in diameter), existing structures, improvements, and roadways on and adjacent to the site.
- c. Maps identifying:
  - (1) pertinent conservation, open space, seismic, public safety, noise and scenic highway features as described in the text.
  - (2) slope categories in percentages (0 to less than 15%, 15 to less than 30%, 30% and greater).
  - (3) if available, existing and projected noise contours for 65 decibels (dbA) or 45 dbA for projects involving hospitals, rest home, long term medial or mental care, or outdoor recreational area.
- d. Land Use/Circulation Design showing the location of:
  - (1) land uses including housing densities per gross acre, business, industry, open space, churches and other religious facilities, public buildings and grounds, power lines and plants, reservoirs, solid and liquid waste disposal facilities, agriculture, recreational facilities, and educational facilities.
  - (2) proposed streets, highways or freeways, their proposed widths and names or numbers, and relationships to existing and planned circulation systems in the surrounding areas.
  - (3) airports, rail lines, waterways, public transit routes, bikeways, pedestrian ways, riding and hiking trails.
- e. Structure or Lot Layout Design showing location of:
  - (1) structures and/or lot lines (preliminary configurations, no dimensions).
  - (2) preliminary elevation of proposed cuts and fills as well as proposed street grades.
  - (3) development phases.
  - (4) housing style, preliminary elevations, colors, textures.

**NOTE:** All maps must be made to fold into the text of the Preliminary Development Plan Report.

- 13. \_\_\_\_\_ **One copy** of the Preapplication review DRC minutes signed by the applicant – if a preapplication review by the DRC was conducted.
- 14. \_\_\_\_\_ **Two copies** each of letters indicating the availability of gas, telephone, and electric power.
- 15. \_\_\_\_\_ **Two copies** of the Preliminary Title Report for the property (obtained from a Title Company) that is no more that sixty days old.
- 16. \_\_\_\_\_ **Two copies** of original color photos of the project site from various angles (digital photos are preferred). Also include a vicinity map showing the location and direction of the photo.

#### **Section D – Technical Studies**

- 17. \_\_\_\_\_ **One copy** of any required geology, soils, or liquefaction report.
- 18. \_\_\_\_\_ **Three copies** of the Fiscal Impact Report for any commercial, industrial, or institutional development of six (6) acres or larger, or any residential project of 50 units or more.

19. \_\_\_\_\_ **Three copies** of the Geologic Report for any property located in an Earthquake Fault zone or in a Geologic Hazard Overlay District.
20. \_\_\_\_\_ **Five copies** of any required Endangered Species Report and/or general Biological Study (Desert Tortoise, Mojave Ground Squirrel, Southern Rubber Boa, Delhi Sand Loving Fly, etc.).
21. \_\_\_\_\_ **Four copies** of a Water Supply Assessment in accordance with SB 221 and SB 610 for any project on 40 acres or more, a residential project of 500 units or more, shopping centers or business establishments employing more than 1,000 people or 250,000 SF of floor space, hotels more than 500 rooms, industrial uses of 650,000 SF or more.
22. \_\_\_\_\_ **Two copies** of a Water Quality Management Plan (WQMP) with a cover page that contains contact information for the project applicant and engineer. Detention basins shall be designed to closely conform to the natural topography. Native, drought-tolerant landscaping shall be required to maintain the natural aesthetic.
23. \_\_\_\_\_ **Two copies** of a **traffic study** can be required. A final determination will be made after submittal of the project.

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## FINAL DEVELOPMENT PLAN CHECKLIST

### Section A – Fees/Deposit

1. \_\_\_\_\_ Check or money order made payable to San Bernardino County for **\$5,960.00** for the “initial deposit.”

<b>Final Development Plan</b>	
Planning Initial Deposit (J623)	<b>\$5,960.00</b>

2. \_\_\_\_\_ **Receipt** from the Environmental Health Services Division (DEHS) of payment of required review fees. Contact DEHS at (800) 442-2283 for fee amount, applicability and payment prior to application submittal.
3. \_\_\_\_\_ **Receipt** from the appropriate fire jurisdiction of payment of required review fees.
4. \_\_\_\_\_ **Receipt** from the Department of Public Works/Land Development Division of payment of required review fees.
5. \_\_\_\_\_ **Receipt** from Building and Safety Division of payment of review fees for any required reports (e.g. soils, geology, etc.). The fee amount will be as established by the County Fee Ordinance.

The fees listed above (2 - 4) for DEHS, Fire, Public Works and Building and Safety are in addition to the “actual cost” deposit. Additional fees will be required if the application is the subject of a Code Enforcement action.

**“Actual Cost Initial Deposit”** – The basic review fees for this application are charged on an “actual cost” basis. Your application money is deposited into an account and the reviewing staff records the time spent processing your proposed project. Your account is then charged for the staff time at established hourly rates (\$63 to \$226/hr). You are responsible for all charges made to the project account. If account funds are depleted an additional deposit will be required. If an additional deposit is required it must be paid to allow staff to continue processing. Any failure to pay the required deposit will result in suspension and possible termination of the project review process. After the review is completed, a minimum deposit balance will be required for condition compliance processing. For more information on fees, please contact County Planning.

### Section B - County Documents

5. \_\_\_\_\_ **Two copies** of a completed Land Use Application.  
*Only two copies of the application are required for the initial filing of this application. Revisions may or may not be required. When Application Intake Center staff determines that the application is complete, you will be required to submit additional copies of the application. The specific number of copies to be submitted will be determined at that time.*
6. \_\_\_\_\_ **One copy** of a completed Hazardous Waste Site Certification form contained in this packet.

### Section C – Other Documents

7. \_\_\_\_\_ **Two copies** of the Final Development Plan Report and Map as required by Conditions of Approval of the Preliminary Development Plan. Additional copies may be required during the review process.  
*Only two copies of the Final Development Plan Report are required for the initial filing of this application. Revisions may or may not be required. When Application Intake Center staff determines that the application is complete, you will be required to submit additional copies of the application. The specific number of copies to be submitted will be determined at that time.*

**Note** – If the Preliminary and Final Development Plan are being filed at one time as is allowed for staged development, all of the Checklist Materials required for the Preliminary Development Plan must be filed in conjunction with the filing of the Preliminary/Final Development Plan.

**Section D – Plot Plan and Building Elevations:** Use the following checklist to be sure that your plans include all of the required elements. The plot plan is a drawing, to scale, on one sheet of paper (minimum size of 18" x 24") of the entire land parcel showing buildings, improvements, other physical features and all dimensions. Building elevations must be fully dimensioned and illustrate proposed structure(s) from all sides; the building drawings should also show each story of any multi-story building. If a project is in a Redevelopment Area, building colors, signage, and landscape plans should also be provided. Remember that the staff and Planning Commission are not familiar with the property and will need this information to evaluate your project. **If the plans are not legible or do not contain the information listed below, your application will be returned.**

1. \_\_\_\_\_ Official Stamp Area and Plan Identification: A 4 inch by 14 inch area in the upper right hand side of the plot plan shall be left blank and labeled "Official Use Only". *The lower right hand corner of the plan shall contain the following information in this order: a) Assessor's Parcel Number(s) (APN:); b) application type and proposed land use/building size "Planned Development for \_\_\_\_\_" c) the names, addresses and telephone numbers of the applicant, representative, recorded Property Owner(s) (if different from applicant), and plan preparer and d) plot plan preparation date and any revision date.*
2. \_\_\_\_\_ Utilities: Indicate names, address and telephone numbers of water company, sewage disposal, electric, gas, telephone, cable television. If no utility company, indicate method of supply.
3. \_\_\_\_\_ Legal Description: Complete legal description of the property including number of acres. Include APN. If a portion of a large parcel is being developed, include a detailed description of that portion.
4. \_\_\_\_\_ North Arrow: Indicate north (pointing to top or left hand side of the plan), date of drawing and the scale. Use an Engineer's Scale (1" to 10', 1" to 20', etc.)
5. \_\_\_\_\_ Dimensions: Show all property lines and dimensions. Also, show boundary lines of project with dimensions if only a portion of the property is being developed. *Property lines shall be shown as a solid, distinctive line. Entire property must be shown.*
6. \_\_\_\_\_ Roads/Easements: Indicate location, names, centerline, widths of boundary streets, and recorded road, utility, and drainage easements on the property. If none exist, indicate by a note that no easements exist. If property is not on a road or easement, show legal and physical access to property.
7. \_\_\_\_\_ Drainage: Indicate any drainage or hilly terrain by flow-line arrows and contour lines. Show proposed drainage of site by flow-line arrows and swales.
8. \_\_\_\_\_ Grading/Topographic Information:
  - \_\_\_\_\_ Show existing contours and proposed finish contours.
  - \_\_\_\_\_ Show finish elevations at lot corners and graded areas.
  - \_\_\_\_\_ Show finish grades for all structures, pads and parking surfaces.
  - \_\_\_\_\_ If no grading is proposed, state " No grading proposed."
  - \_\_\_\_\_ Show location, size and height of any existing or proposed retaining walls.
9. \_\_\_\_\_ Land Use District: Indicate existing and proposed General Plan Land Use District (zoning) for project and all adjacent property including across any streets. If adjacent property is within a City, list the City and City Zoning.
10. \_\_\_\_\_ Structures/Land Use (Adjacent Areas): Indicate the existing land use, including "Vacant" or "citrus grove," of structures on all adjacent property including areas across any adjacent streets. Indicate distance to any structure that is within 20 feet of the project property line.
11. \_\_\_\_\_ Structures (Project Area): Indicate with dimensions all existing and proposed structures, including but not limited to power poles, towers, fences, trash enclosures, signs, septic systems, curbs, driveways, and sidewalks: Indicate type of construction and approximate age of any existing/proposed structures
  - \_\_\_\_\_ Locate by distance in relation to other structures and property lines.
  - \_\_\_\_\_ Indicate existing structures that are to remain or to be removed.
  - \_\_\_\_\_ Indicate the specific use of all existing and proposed structures.
  - \_\_\_\_\_ Indicate height, building footprint dimensions, including eave overhang projections, square footage of each story and number of stories including basements.
  - \_\_\_\_\_ Show location and height of any wall.

12. \_\_\_\_\_ Vicinity Map: Indicate project location within a general vicinity map with a north arrow. Indicate nearest cross streets, major access roads and community name.
13. \_\_\_\_\_ Signage: If none proposed state "No signs proposed". Provide a dimensioned side elevation of any proposed identification sign including the proposed "copy" (wording). Include distance from both top and bottom of sign to grade. Refer to Development Code for information on allowable type and size of signs.
14. \_\_\_\_\_ Parking: [Refer to the County Development Code for details.] Show all parking areas with dimensions, number/type of spaces, and surfacing materials. Show the formula per the San Bernardino County Development Code by which you computed the number of spaces required for each use/tenant/unit. Indicate the number of spaces required for each use and indicate the number of spaces proposed. Use the following chart as an example:

**PARKING SPACE ANALYSIS:**

<u>Land Use/Requirement</u>	<u>Parking Rate</u>	<u>Bldg. Size/rate</u>	<u>Required</u>	<u>Provided</u>
Warehouse	1/1000 sq. ft.	10,000 sq.ft. ÷ 1000 sq.ft.	= 10 minimum	12
Office/retail	1/250 sq. ft gross lease area	600 sq.ft. ÷ 250 sq.ft/min. 4	= 4 minimum	4
Restaurant	1/3 seats--minimum 10	1000 sq. ft. w/20 seats/min 10	= 10 minimum	12
Loading Zone	1/5000 per use	11,600 sq. ft.	= 3 minimum	3
<b>TOTAL</b>		<b>11, 600 sq.ft.</b>	<b>27</b>	<b>31</b>
Van accessible spaces for the disabled			1	2
Disabled person spaces			1	0

15. \_\_\_\_\_ Lot Coverage: Show percentages of parcel covered by buildings, paving, landscaping, and open space.
16. \_\_\_\_\_ Plant and Tree Protection: If no protected or endangered trees exist on the site state "No Protected Plants", otherwise show the location, size, and type of all native trees, including unbranched cacti, yuccas, palms and joshuas, and indicate whether any of the following trees are to be removed:  
Valley or Mountain Areas – Six inches or greater in diameter or 19 inches in circumference measured at 4.5 feet above average ground level of the base.  
Desert Areas – All Joshua trees and all species of century plants, nolas and yuccas. Creosote rings that are 10 feet or greater in diameter. For smoketrees and mesquites, two (2) inches or greater in diameter or six (6) feet or greater in height. All plants protected by the State Desert Native Plants Act shall be protected in accordance with that ordinance.
17. \_\_\_\_\_ Landscaping: Show areas to be landscaped.
18. \_\_\_\_\_ Lighting: Show location of outdoor lighting. In a note, indicate the type of lighting and planned shielding design.
19. \_\_\_\_\_ Commercial, Industrial, or Institutional Projects: Show uses of all buildings and structures with number of occupants, hours of operation, etc.
20. \_\_\_\_\_ If truck activity is involved in the project, show the turn maneuvers for the driveways relative to the street.

**Note:** State Fish and Wildlife fees may be required before your project can be approved.

If your project is subject to these fees, you will have to submit your payment (<https://www.wildlife.ca.gov/Conservation/CEQA/Fees> depending on project specifics) to the Clerk of the Board of Supervisors within five (5) days after the date of conditional approval. The project planner will then be able to complete the final paperwork at the appropriate time.

If you have any questions concerning the Environmental Filing Fee due to the State, please visit the California Department of Fish and Wildlife Web-Site.  
<https://www.wildlife.ca.gov/Conservation/CEQA>

No Effect Determination (NED) Process. For additional explanation to the regulations and procedures regarding NEDS please see the No Effect Determinations Detailed instructions at the following link.

<https://www.wildlife.ca.gov/Conservation/CEQA/NEDhtml>

# LAND USE APPLICATION QUESTIONNAIRE

Complete all sections of this application. Please refer to the checklist contained in the information packet for complete information on submittal requirements. The information furnished in this application will be used in evaluating your project pursuant to the California Environmental Quality Act (CEQA). If you believe an item does not apply to your project, mark it "N/A". Do not leave any blank spaces. If you have any questions about items requested on this form, please call the Customer Service Unit at (909) 387-8311. **Please use no more than four lines to answer any question. If more space is needed, use Attachment A on page 5 of this application questionnaire.**

**APPLICATION TYPE:****T.T.P.M.#:**

[Take "type" from the top of the cover sheet, i.e. "Conditional Use Permit," "Tentative Tract," etc. (if a tentative map is involved include the map number)]

**All Assessor's Parcel Numbers (APNs):****Section 1 - Applicant Data**

Applicant Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Section 2 – Property Owner Data** (If same as above check ☐)

Property owner(s) of record: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Section 3 – Representative Data** (If same as above check ☐)

Representative's Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Section 4 – Architecture/Engineering Representative Data** (If same as above check ☐)

Representative's Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

To be completed by County Staff: Filing Date: \_\_\_\_\_ Project No.: \_\_\_\_\_ JCS Project No.: \_\_\_\_\_

## Section 5 – Project Description and Location/Legal Data

Briefly describe the project and use:

Land Use District: \_\_\_\_\_

Overlay Districts: \_\_\_\_\_

Legal Description: Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_

USGS Quad Name: \_\_\_\_\_

Location: Community: \_\_\_\_\_ Nearest cross street: \_\_\_\_\_

Street name: \_\_\_\_\_ Side of street: \_\_\_\_\_

Site Size (Gross acres or square footage): \_\_\_\_\_ Number of lots: \_\_\_\_\_

Site Address: \_\_\_\_\_

Proposed Development Area: \_\_\_\_\_

Size of Proposed Buildings: \_\_\_\_\_

Previously approved land use applications for this site: \_\_\_\_\_

Are you filing other land use applications for this site at this time? Yes ☐ No ☐

If yes, please list other application types \_\_\_\_\_

### UTILITIES:

**Water:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

Are any existing or proposed wells within 200 feet from any existing or proposed liquid waste disposal system?

Yes ☐ No ☐ If yes, attach an explanation

If this is a Tentative Map application, how many service connections have already been made to the existing water system? \_\_\_\_\_

**Sewage Disposal:** Septic? Yes ☐ No ☐

**Sewer :** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

If septic system/leach lines are proposed or existing, attach information showing proposed or existing location and how the size of the sewage disposal area was determined

**Gas:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

**Electricity:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

**Phone:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

**Cable TV:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes ☐ No ☐

If an extension is necessary, how long will it be? \_\_\_\_\_

## Section 6 - Environmental Setting

Be sure to answer all of the questions. This information is necessary to evaluate the project under the California Environmental Quality Act (CEQA). You must provide additional information for any answers marked "yes" or "uncertain" in a letter of explanation attached to this application.

1. When do you anticipate starting construction? \_\_\_\_\_

2. Will grading be required? Yes ☐ No ☐

If so, how many cubic yards will be cut? \_\_\_\_\_ How many cubic yards will be filled? \_\_\_\_\_

3. Is the project phased? Yes ☐ No ☐

If yes, describe the phasing: \_\_\_\_\_

4. If residential, indicate the number of units or lots. \_\_\_\_\_

5. If commercial, provide information describing the type of commercial activity proposed, along with square footage of sales area and loading facilities.

6. If industrial, attach information indicating type of industrial activity proposed, square footage of building, estimated employment per shift and loading facilities.

7. If institutional, attach information indicating major function, estimated employment per shift estimated occupancy and loading facilities..

8. Will the use require truck activity? Yes ☐ No ☐

If yes, give truck type(s) and number of axles : \_\_\_\_\_

What is the gross weight of each vehicle: \_\_\_\_\_

Number of truck trips per day \_\_\_\_\_

**YES**      **NO**      **UNCERTAIN**

9. Will the project change scenic views or vistas from existing residential areas, public lands or roads?

☐      ☐      ☐

10. Will there be a change in dust, ash, smoke, fumes or odors in the vicinity of the project?

☐      ☐      ☐

11. Has the site been surveyed for historical, paleontological or archaeological resources?

☐      ☐      ☐

12. Is the site on filled land or on slope of 10 percent or more?

☐      ☐      ☐

13. Will there be the use or disposal of potentially hazardous materials, such as toxic substances, flammables, or explosives?

☐      ☐      ☐

14. Will there be a change in lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns?

☐      ☐      ☐

15. Will there be any substantial change in existing noise or vibration levels in the vicinity?

☐      ☐      ☐

16. Will there be a substantial change in demand for public services (police, fire, water, sewage, etc.)?

☐      ☐      ☐

17. Has a traffic study been prepared for this site or has the site been included in another traffic study?

☐      ☐      ☐

18. Will the project generate significant amounts of solid waste or litter?

☐      ☐      ☐

19. Will the project change any existing features of hills or make substantial alteration of ground contours?

☐      ☐      ☐

20. Will there be a substantially increase in fossil fuel consumption (electricity, oil, natural gas, etc.)?

☐      ☐      ☐

21. Is there a relationship to a larger project or series of projects?

☐      ☐      ☐

22. List any previous environmental documents or technical studies prepared for this site:

\_\_\_\_\_

23. Describe the project site, as it exists before project implementation, including information on topography, soil stability, plants and animals, and any cultural, historical, or scenic aspects. On an attachment describe any existing structures on the site, and the use of the structures.



24. On an attachment, describe the surrounding properties, including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (residential, commercials, etc.), intensity of land use (single family dwelling(s), apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity.

**Attachment A**

(Please use this form to amplify any answer. Be sure to identify which question is being amplified.)

## APPLICATION CERTIFICATE

**ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE:** (Attach it to the application)

List Assessor's Parcel Number(s) of the project property:

---

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate: If there are no contiguous properties under the same ownership, STATE "NONE"—**do not leave blank.**

---

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she or the organization is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated.

I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

If this is an actual cost application, the applicant agrees to pay all accumulated charges for this project. For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

---

**(Print)** (APPLICANT OR LEGAL AGENT)

---

Signature

---

Date

REGISTRATION NO.

(IF R.C.E. OR LICENSED LAND SURVEYOR)

---

---

**(Print)** (OWNER(S) OF RECORD)\*

---

Signature

---

Date

---

**(Print)** (OWNER(S) OF RECORD)\*

---

Signature

---

Date

---

**(Print)** (OWNER(S) OF RECORD)\*

---

Signature

---

Date

\*If property is owned by corporation, partnership or other group signee should indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

# HAZARDOUS WASTE SITE CERTIFICATION

This certificate must be submitted with all Development Case Applications except for legislative acts such as General Plan Land Use District changes.

## INSTRUCTIONS

The applicant for this development project shall consult the most current list of identified hazardous waste sites at <http://www.calepa.ca.gov/SiteCleanup/CorteseList/default.htm> to determine whether the development project is located on a site included on the list.

## CERTIFICATION

The undersigned owner, applicant or legal representative of the lands for which this development project application is made, hereby certifies under penalty of perjury, and in accordance with Section 65962.5(e) of the Government Code of the State of California that he (she) has consulted the most current and appropriate list of "CAL/EPA, Facility Inventory Data Base, Hazardous Waste and Substances Sites List," and further certifies that the site of the proposed development project:

☐ Is not located on a site which is included on the Cortese List dated: \_\_\_\_\_

OR

☐ Is located on a site included on the Cortese List dated: \_\_\_\_\_.

List all of the Assessor Parcel Numbers (APNs) of the project property:

\_\_\_\_\_

\_\_\_\_\_  
Printed Name of Person Certifying this Review

\_\_\_\_\_  
Signature of Person Certifying this Review  
Printed Name of Person Certifying this Review

\_\_\_\_\_  
Date

# **ADEQUATE SERVICE CERTIFICATION WATER AND SEWER INFORMATION SHEET AND APPLICATION**

Certification that adequate water and sewer service is available for a development project is required to be submitted along with the application for most development projects. Please refer to the Information Sheet Checklist of Submittal Materials for the specific type of development application you are submitting to determine whether this completed Adequate Service Certification packet must be submitted.

The Adequate Service Certification package is designed to certify the availability of adequate water supply, sewage disposal and fire protection for your project.

## **INSTRUCTIONS:**

The following summary of adequate service certification forms lists the appropriate forms to be utilized to ensure the availability of adequate water/sewer services. Project specifics will determine the applicability forms.

## **SUMMARY OF ADEQUATE SERVICE CERTIFICATION FORMS**

### **PROPERTY INFORMATION**

- (1)        **Form A**                    The applicant shall complete the form and provide a copy to each certifying agency.

### **WATER**

- (2)        **Form W1**                    This form be completed when the proposed project is located within the service area boundaries of a water service utility. The water service utility will either certify that adequate facilities exist to satisfy domestic water service requirements or that financial arrangements have been made with the applicant to provide that capability.
- (3)        **Form W2**                    This form shall be utilized when the proposed project is not located within the service area boundaries of a water service entity and a water well will be utilized as the domestic water source. The Department of Public Health, Division of Environmental Health Services will complete this form.

### **SEWER**

- (4)        **Form S1**                    This form shall be completed when the proposed project is located within the service area boundaries of a sewer service entity. The sewer service entity will either certify that adequate facilities exists to satisfy sewerage requirements or financial arrangements have been made with the applicant to provide that capability. This form will also indicate that the proposed connection to the sewer service facility will not result in sewage flows which will exceed the sewage facility's design capacity.
- (5)        **Form S2**                    This form will be utilized for on-site sewerage, when a sewer service entity is not available to service the proposed project. The County Department of Public Health, Division of Environmental Health Services shall complete this form.

## FORM A

### PROPERTY INFORMATION FOR ADEQUATE SERVICE CERTIFICATION

Applicant complete the following information for subject property:

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_ FAX No.: (     ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Proposed Use/Project: \_\_\_\_\_

Tentative Tract/Parcel Number: \_\_\_\_\_

Assessor's Parcel Numbers: \_\_\_\_\_

Property Address: \_\_\_\_\_

Community: \_\_\_\_\_

Property Legal: Tract No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_

The following is a summary of the forms and when they are utilized to receive adequate service certification for the proposed project:

- |    |                                           |                    |
|----|-------------------------------------------|--------------------|
| 1. | Proposed Water Service Utility Connection | Form A and Form W1 |
| 2. | Proposed On-Site Well                     | Form A and Form W2 |
| 3. | Sewer Service Utility Connection          | Form A and Form S1 |
| 4. | Proposed On-Site Sewage Disposal          | Form A and Form S2 |

**FORM W1**  
**PUBLIC WATER SERVICE CERTIFICATION**

**Applicant Name** \_\_\_\_\_ **APNs** \_\_\_\_\_

This certifies that the above referenced property is within the service area boundaries of this water service utility and that:

**Service Information: (Check one)**

- ☐ There are currently existing adequate source, storage and distribution line capacities to provide potable water to the referenced site in sufficient quantities to satisfy the domestic water service and fire protection requirements of the proposed use. The water mains to serve each proposed service connection are currently installed and operable.
- ☐ Financial arrangements have been made to install water mains for each proposed service outlet and any other necessary facilities to insure that the proposed use will have adequate source, storage and distribution line capacities to satisfy the domestic water service and fire protection requirements of the proposed use.
- ☐ It is financially and physically feasible to install water service facilities that will provide adequate source, storage and distribution line capacities for each proposed service connection that will satisfy the domestic water service and fire protection requirements of the proposed use.

**Easement Information: (Check one)**

- ☐ This agency has known water lines or easements on the subject property but they do not conflict with the proposed use as currently designed.
- ☐ The agency has water lines and/or easements on the subject property which conflict with the proposed project as currently designed. Applicant must revise plans and resubmit them to this agency for approval.

**Fire Flow Information:**

The proposed water system will provide:

- ☐ Gallons per minute 20 pounds per square inch for minimum \_\_\_\_\_ hour(s) duration.

There have been \_\_\_\_\_ service connections to the existing system. (For Tentative Map applications only.)

Please attach a description and plot map illustrating any affected water lines or easements and sign back page.

This commitment is subject to the ordinances, resolutions, regulations, rules, policies, procedures, standards and rate schedules of this water service agency and the applicant has agreed to the conditions of service including payment for the installation of the required on-site and off-site capital improvements outlined on the attached list (If any, please attach list). All water service facilities can and will be installed prior to construction of the proposed use and will comply with the California Waterwork Standards and applicable Fire Code and local Fire Code and local Fire agency regulations for fire flow. This commitment is subject to County approval of all necessary permits/applications and shall expire one (1) year from the following date.

Utility Manager or Designee \_\_\_\_\_ Date \_\_\_\_\_

Water Service Agency Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: (     ) \_\_\_\_\_

**FORM W2**  
**PRIVATE WATER SERVICE - (FOR DEHS TO COMPLETE)**

**Applicant Name** \_\_\_\_\_ **APNs** \_\_\_\_\_

The County Department of Public Health, Division of Environmental Health Services finds that:

- ☐ The subject property has a water well approved for use by the proposed project.
- ☐ Water system plans have been approved by the fire authority and DEHS.
- ☐ DEHS has reviewed a ground water (hydrologic) report prepared for the subject property and signed by a Registered or Certified Engineering Geologist or Civil Engineer which indicates there is sufficient quantity and quality of the proposed use.
- ☐ (Other) \_\_\_\_\_

This commitment shall expire one (1) year from the following date.

\_\_\_\_\_  
Signature—DEHS

\_\_\_\_\_  
Date



**FORM S1  
SEWER SERVICE CERTIFICATION**

**Applicant Name** \_\_\_\_\_ **APNs** \_\_\_\_\_

**To be completed by the Sewering Agency.**

This certifies that the property referenced on Form A is within the service area boundaries of this sewerage agency and that: (check applicable).

- ☐ There are currently existing sewer trunk lines(s) of adequate capacity to provide sewerage service and such service will not exceed the design capacity of the lines.
- ☐ There are not currently existing sewer trunk line(s) of adequate capacity. However, it is financially and physically feasible to install sewer trunk lines that will permit adequate service to the referenced property.
- ☐ (Other) \_\_\_\_\_

This agency will commit to providing sewerage service to the referenced project subject to all applicable ordinances, resolutions, regulations, rules, policies, procedures, standards and date schedules. The applicant has agreed to the conditions of service including payment for the on-site and off-site capital improvements outlined on the attached list. (If any, please attach list). All sewer service facilities can and will be installed prior to occupancy of the proposed use and will comply with all federal, state, and country laws and regulations.

This commitment is subject to county review and approval of all necessary permits/applications, and shall expire on the following date \_\_\_\_\_ which represents the end of the three (3) year project approval period. Applicant must refile certification request if project extension of time request is filed.

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Sewering Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ ( ) \_\_\_\_\_

Please attach a description or plot plan showing existing or proposed sewer trunk line(s) to the referenced property.

.....

**To be completed by the Publicly Owned Treatment Works (POTW) Waste Management Authority.**

- ☐ This certifies that the above referenced property's proposed connection to this Publicly Owned Treatment Works will not result in sewage/septage flows which will exceed the plant's design capacity.
- ☐ This agency cannot certify that the referenced property's connection to this Public Owned Treatment Works will not resulting sewage/septage flows which will exceed the plant's design capacity.

The waste management authority (does/does not) have adequate facilities to accept the sewage from the referenced property (circle one).

☐ (Other) \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Name of POTW/Landfill: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ ( ) \_\_\_\_\_

Please attach a separate sheet describing the plant or landfill design capacity, sewage/sludge disposal capacity and existing excess capacity and the current number of committed connections, the current number of sewage commitments with their cumulative anticipated total flow.

**The Department of Public Health, Division of Environmental Health Services has reviewed the above reference submittal:**

- ☐ The referenced project is adequately serviced.
- ☐ The referenced project is not adequately serviced
- ☐ (Other) \_\_\_\_\_

cc: Planning Division DEHS Date  
California Regional Water Quality Control Board

**FORM S2**  
**ONSITE SEWAGE DISPOSAL CERTIFICATIONS**

**Applicant Name** \_\_\_\_\_ **APNs** \_\_\_\_\_

The County Department of Public Health, Division of Environmental Health Services finds that:

- ☐ The subject property is in an area for which the department has sufficient information to assign sewage disposal design rate in compliance with the percolation report waiver criteria.
- ☐ The subject property has a percolation report which has EHS approval. The report contains sufficient information for the design of an on-site disposal system for the proposed use of the property.
- ☐ The subject property is required to have a percolation report for EHS review and approval.
- ☐ Existing septic system shall be certified by a qualified professional (P.E., C.E.G., REHS, C-42 contractor) that the system functions properly, meets code, and has the capacity required for the proposed project.

\_\_\_\_\_  
DEHS

\_\_\_\_\_  
Date